

ADDENDUM / CLARIFICATION NO. 1

REQUEST FOR PROPOSALS - MID-TERM REVIEW OF THE ZAMBIA PARTNERSHIP COMPACT (2024-2029)

Country Office	Zambia
Tender Reference	Registration of Suppliers for establishment of fixed and non-fixed framework
Issue Date	06 October 2026
Original RFP Submission Deadline	Thursday, 07 October 2026 at 17:00 hours
Revised Submission Deadline	Monday 12 October 2026 at 17:00 hours (Zambia local time)

Purpose of this Addendum

Save the Children International (SCI) Zambia issues this Addendum / Clarification No. 1 to correct an inconsistency in the tender documents and to provide a common response to clarification questions received during the tender period. This Addendum forms part of the solicitation documents and applies equally to all prospective bidders.

Except as expressly amended or clarified below, all other requirements, specifications, evaluation criteria, terms and conditions contained in the Invitation to Tender remain unchanged.

Clarifications and Amendments

No.	Clarification / Issue	SCI Response	Status
1	Besides tyres, tubes, lubricants and fitment services, can we also register to supply vehicle batteries and wheel rims under Category A? If not, which category should these fall under	The vehicle batteries and wheel rims can be applied under Category A: Motor vehicles	AMENDED
2	Please explain the difference between the Fixed and Non-Fixed framework agreements, and whether we should indicate which one we are applying for.	Fixed Framework Agreement - Prices, rates, or terms are established and remain fixed for the duration of the framework agreement Non-Fixed Framework Agreement - Prices or rates may be reviewed and adjusted during the contract period based on agreed conditions, such as market fluctuations, exchange rate changes, or other justifiable factors. - This option is generally used where pricing is subject to significant market variability. We recommend that suppliers indicate which type of framework agreement they are applying for in their submission. This will help ensure that the evaluation team clearly understands the pricing approach being proposed and can assess bids accordingly. Please indicate the type of framework on the template below found on top of the Bidder submission checklist just on top of Bidder Submission checklist	CLARIFIED - NO CHANGE
3	Where can we obtain the Invitation to Tender document containing the SCI eligibility requirements? Kindly share it by email if possible.	The potential bidder needs to answer Section 1 to 4 found in the bidding document, please note that this is mandatory and if not filled, your submission will not be considered	CLARIFIED - NO CHANGE
4	Should all documents be sent as one email to Zambia.tenders@savethechildren.org , and are PDF attachments acceptable? Is there a maximum file size?	Kindly note that the official submission email is Zambia.tenders@savethechildren.org , any submissions sent to other undesignated email addresses will not be considered. The capacity of the attachment acceptable is 25mb and if your document is big then you must divide the attachments and share two emails	
5	Can our references be from private companies, or must they be from NGOs or institutions?	Bidders can provide references from private companies provided they are sharing experience like the scope of the request.	AMENDED

6	submission guidelines mention a requirement for a sealed envelope, while also requesting submission via email. Could you please clarify if we need to submit a hard copy in addition to the soft copy via email?	Kindly note that sealed envelopes and hard copies are not permitted. Therefore, all submissions should be sent to the designated submission email which is Zambia.Tenders@savethechildren.org	AMENDED

Bid Submission and Tender Integrity

- All bids must be submitted in accordance with the submission instructions stated in ITT and must be received no later than the revised deadline above.
- Any bid already submitted may remain sealed and must not be opened before the revised tender closing time. Where the solicitation arrangements permit a bidder to submit a revised bid before closing, only the final valid submission should be considered in accordance with the tender instructions.
- Clarifications under this Addendum are being communicated to all prospective bidders to ensure equal access to the same procurement information.

Acknowledgement

Bidders should take this Addendum / Clarification No. 1 into account when preparing their Submissions. No separate acknowledgement is required unless otherwise stated in the tender instructions.

Issued by: Supply Chain / Procurement Team

Save the Children International - Zambia Country Office